The following test accounts have been registered on the FSA Students Portal:

Username	**Password**
UserTest1	password
UserTest2	password
UserTest3	password
UserTest4	password
UserTest5	password
UserTest6	password
UserTest7	password
UserTest8	password

User Acceptance Test Script

Prepared By: Anne Jensen

Date: 8/09/02

Scenario Description: Student Preparing for College (personalized account holder)

Personal Account Registration

Step		Action		Expected Result
1		Click on the "MyFSA" icon in the left navigation bar.		The MyFSA Logon page opens in the content window.
2		Since this is your first time visiting the Students Portal, you do not have an existing account and will need to create one. Click on the "Sign me up" button at the bottom of the screen.		The Account Information page opens in the content window.
3		Please enter the following information in the appropriate fields: **First Name** **Middle Name** **Last Name** **Date of Birth** **Email Address.**		
4		Choose a Username and Password and enter them into the appropriate fields. (**Note**: Be sure to re-enter your password.)		
5		Choose a Security Question and Answer and enter them into the appropriate fields.		
6		Click "Next".		The More Information page opens in the content window.
7		Please enter the following information in the appropriate fields: **Street** **City** **State** **Zip code** **Daytime telephone** **Evening telephone** **Current grade level** **How did you hear about FSA?**		
8		Click "Next".		The Congratulations page opens in the content window. A personalized welcome message appears in the red bar at the top of the page.
9		Click the "Continue" link.		The Students Portal home page appears. A "MyFSA" section appears in the left navigation bar. Here you can save and access all of your personalized information.
10		Click on the yellow 'Preparing' tab at the top of the page or on the yellow 'Preparing' road sign.		The Preparing page opens in the content window.
11		Click on the "Take the Tests" link.		The Testing Information page opens in the content window.

12	The Testing Information page contains information about the SAT and ACT, including test registration and preparation. Under the "Test Preparation and Practice Exams" section, you will find a link for Free SAT and ACT Test preparation assistance. Click on the link, "http://www.number2.com".	Number2.com opens in a new browser window. This site provide free test preparation assistance for the SAT, ACT and GRE. Please feel free to click around and explore the site.
13	Close the Number2.com browser window.	User is returned to the Testing Information page.
14	Click on the yellow 'Preparing' tab at the top of the page.	The Preparing page opens in the content window.
15	Click on the "Planner Timeline" link.	The Planner Timeline page opens in the content window.
16	The Planner Timeline page contains information on how to prepare for college, from 8th grade through 12th grade. Click on a specific 'grade' link for more information.	
17	Click on the yellow 'Preparing' tab at the top of the page.	The Preparing page opens in the content window.
18	Click on the "Student Planner" link.	The Student Planner Introductory page opens in the content window.
19	While it is not necessary to complete the Student Planner at this time, please feel free to do so if you would like. When finished, click on the FSA logo in the upper left corner of the page.	User is returned to the Students Portal home page.

end of script

User Acceptance Test Script

Prepared By: Anne Jensen

Date: 8/09/02

Scenario Description: Student Choosing a College (personalized account holder)

<u>**Personal Account Registration**</u>

Step	Action	Expected Result
1	Click on the "MyFSA" icon in the left navigation bar.	The MyFSA Logon page opens in the content window.
2	Logon to your personalized account by entering the following text into the username and password fields: **Username:** **Password:**	Please refer to the number on your computer for your Username and password.
3	Click the "Logon Button".	The Students Portal home page appears. A personalized welcome message appears in the red bar at the top of the page. A "MyFSA" section appears in the left navigation bar. Here you can save and access all of your personalized information.
4	Click on the yellow 'Choosing' tab at the top of the page or on the yellow 'Choosing' road sign.	The Choosing page opens in the content window.
5	Click on the "College Selection" link.	The College Selection page opens in the content window.
6	The College Selection page contains information about and links to the College Finder tool and to the College Matching Wizard. Click on the "College Matching Wizard" link.	The first page of the College Matching Wizard opens in the content window.
7	Based on your responses, the College Matching Wizard will provide you with a list of (and links to) colleges that fit your criteria. While it is not necessary to complete the College Matching Wizard at this time, please feel free to do so if you would like. When finished, Click on the yellow 'Choosing' tab at the top of the page.	The Choosing page opens in the content window.
8	Click on the "Campus Tours" link.	The Campus Tours page opens in the content window.
9	Search for the school of your choice and click on the "Campus Tours" icon next to the school's name.	The Campus Tour opens in the content window.
10	The Campus Tour for the school of your choice contains general information about the school. When you are finished researching your school, click the "Funding" tab.	The Funding page opens in the content window.
11	On the Funding page, click on the "Finding Scholarships" link.	The Finding Scholarships page opens in the content window.
12	The Scholarships page includes links to useful scholarship information. Click on the "Scholarship Checklist" page.	The Scholarships Checklist page opens in the content window.
13	The Scholarship Checklist page contains information on what to do and how to apply for a scholarship. When finished browsing, click on the home link at the bottom of the left navigation bar.	The user is returned to the Students Portal home page.

end of script

User Acceptance Test Script

Prepared By: Anne Jensen

Date: 8/09/02

Scenario Description: Student Applying to College (personalized account holder)

Personal Account Registration

Step	Action	Expected Result
1	Click on the "MyFSA" icon in the left navigation bar.	The MyFSA Logon page opens in the content window.
2	Logon to your personalized account by entering the following text into the username and password fields: **Username:** **Password:**	Please refer to the number on your computer for your Username and password.
3	Click the "Logon Button".	The Students Portal home page appears. A personalized welcome message appears in the red bar at the top of the page. A "MyFSA" section appears in the left navigation bar. Here you can save and access all of your personalized information.
4	Click on the "Graduate Schools" link in the left navigation bar.	The Graduate and Professional Students page opens in the content window.
5	The graduate and professional students page contains links to information relevant to grad/prf students. Click on the "Graduate and Professional School profiles" link.	The GradProfiles site opens in a new browser window.
6	Please feel free to search for the grad program of your choice. Once you are finished, please close the GradProfiles browser window.	The GradProfiles page closes. The user is returned to the Graduate and Professional Student page.
7	Click on the "GRE and other testing information" link at the bottom of the page.	The Graduate and International Testing Information page opens in the content window.
8	The Graduate and International Testing Information page contains information for those preparing to take the TOEFL or a graduate admissions test. Please feel free to browse this page.	
9	Click on the "Previous Page" link in the top white navigation bar.	The Graduate and Professional Students page opens in the content window.
10	Click on the link for the "U.S. Government's largest on-line resource for students".	Students.gov opens in a new browser window.
11	When finished browsing the Students.gov site, close the browser window.	User is returned to the Graduate and Professional Students page on the Students Portal.
12	Click on the yellow 'Applying' tab at the top of the page or on the yellow 'Applying' road sign.	The Applying page opens in the content window.
13	The Applying page contains information useful to students applying to post-secondary institutions. Click on the "Apply Online" link.	The School Search page opens in the content window.

14		Search by Name or by Letter for the school of your choice.		Search results matching your query (e.g. the name of school or letter) will appear in the content window. In some cases you will unable to find the school of your choice. This is because the school does not offer online applications through Xap.com. If this happens, please try again with a different school.
15		Click on the "Apply" icon next to the school of your choice.		The Online Application Information and Disclaimer page will appear in the content window.
16		Click on the "I Agree - Begin Application" button at the bottom of the page.		The school application opens in a new browser window.
17		Description of Online applications here.		
18		When finished, click on the FSA logo in the upper left corner of the page.		User is returned to the Students Portal home page.

end of script

User Acceptance Test Script
Prepared By: Anne Jensen
Date: 8/09/02

Scenario Description: Student1 Funding College(personalized account holder)

Personal Account Registration

Step	Action	Expected Result
1	Click on the "MyFSA" icon in the left navigation bar.	The MyFSA Logon page opens in the content window.
2	Logon to your personalized account by entering the following text into the username and password fields: **Username:** **Password:**	Please refer to the number on your computer for your Username and password.
3	Click the "Logon Button".	The Students Portal home page appears. A personalized welcome message appears in the red bar at the top of the page. A "MyFSA" section appears in the left navigation bar. Here you can save and access all of your personalized information.
4	Click on the yellow 'Funding' tab at the top of the page or on the yellow 'Funding' road sign.	The Funding page opens in the content window.
5	Click on the "State Aid" link.	The Department of Education's list of State Higher Education Agencies opens in a new browser window.
6	Please feel free to browse and navigate the site for the state of your choice. When finished close the state aid browser window.	The user is returned to the Funding page of the Students Portal.
7	Click on the "Finding Scholarships" link.	The Finding Scholarships page opens in the content window.
8	The Finding Scholarships page contains information and advice on how to appy for scholarships. Click on the "What does it take to get a scholarship?" link.	The "What does it take to get a scholarship?" link opens in the content window.
9	When finished browsing this page, click the "Previous Page" link in the top navigation bar.	The Finding Scholarships page opens in the content window.
10	Click on the "How do I find out about scholarships?" link.	The "How do I find out about scholarships?" link opens in the content window.
11	The How do I find out about scholarships page contains information on a few places to look for scholarships. Click on the "Scholarship Search" link at the bottom of the page.	The Scholarship Search page opens in the content window.
12	While it is not necessary to complete a scholarship search at this time, please feel free to do so if you would like. When finished, click on the FSA logo in the upper left corner of the page.	User is returned to the Students Portal home page.

end of script

User Acceptance Test Script

Prepared By: Anne Jensen

Date: 8/13/02

Scenario Description: Student2 Funding College(personalized account holder)

Personal Account Registration

Step	Action		Expected Result
1	Click on the "MyFSA" icon in the left navigation bar.		The MyFSA Logon page opens in the content window.
2	Logon to your personalized account by entering the following text into the username and password fields: **Username:** **Password:**		Please refer to the number on your computer for your Username and password.
3	Click the "Logon Button".		The Students Portal home page appears. A personalized welcome message appears in the red bar at the top of the page. A "MyFSA" section appears in the left navigation bar. Here you can save and access all of your personalized information.
4	Click on the yellow 'Funding' tab at the top of the page or on the yellow 'Funding' road sign.		The Funding page opens in the content window.
5	Click on the "Sample Award Package" link.		The Sample Award Package page opens in the content window.
6	The Sample Award Package page contains examples of and information about financial aid packages. When finished browsing this page, click on the yellow 'Funding' tab at the top of the page.		The Funding page opens in the content window.
7	Click on the "Other Sources of Financial Aid" link.		The Other Sources of Aid page opens in the content window.
8	The Other Sources of Financial Aid page contains information about possible alternatives to federal student aid. When finished browsing this page, click the "Previous Page" link in the top navigation bar.		The Funding page opens in the content window.
9	Click on the "Financial Aid Wizard" link.		The Introductory page of the Financial Aid Wizard opens in the content window.
10	While it is not necessary to complete the Student Planner at this time, please feel free to do so if you would like. When finished, click on the FSA logo in the upper left corner of the page.		User is returned to the Students Portal home page.

end of script

User Acceptance Test Script

Prepared By: Anne Jensen

Date: 8/13/02

Scenario Description: Student Attending College(personalized account holder)

Personal Account Registration

Step	Action	Expected Result
1	Click on the "MyFSA" icon in the left navigation bar.	The MyFSA Logon page opens in the content window.
2	Logon to your personalized account by entering the following text into the username and password fields: **Username:** **Password:**	Please refer to the number on your computer for your Username and password.
3	Click the "Logon Button".	The Students Portal home page appears. A personalized welcome message appears in the red bar at the top of the page. A "MyFSA" section appears in the left navigation bar. Here you can save and access all of your personalized information.
4	Click on the yellow 'Attending' tab at the top of the page or on the yellow 'Attending' road sign.	The Attending page opens in the content window.
5	Click on the "Career Information" link.	The Career Information page opens in the content window.
6	The Career Information page contains useful tools and information for those entering the workforce for the first time as well those reevaluating their careers. Click on the "Self Assessment" link.	The Self Assessment opens in the content window.
7	If you would like, complete a self assessment. When finished click on the yellow "Attending" tab.	The Attending page opens in the content window.
8	Click on the "Career Information" link.	The Career Information page opens in the content window.
9	Click on the "Career List" link.	The Career List page opens in the content window.
10	Research information relating to a career that was recommended when you completed your self assessment or another career that interests you. When finished, click on the "Previous Page" link located in the top navigation bar.	The Career Information page opens in the content window.
11	Click on the "Find a Career" link.	The Career Finder page opens in the content window.
12	While it is not necessary to complete the Career Finder at this time, please feel free to do so if you would like. When finished, click on the yellow 'Repaying' tab at the top of the page.	The Repaying page opens in the content window.
13	Click on the "discharged" link in the "Postpone Repayment" section .	The Loan Discharges page opens in the content window.
14	The Loan Discharge page contains information about the circumstances under which you might have your student loan discharged. When finished, click on the FSA logo in the upper left corner of the page.	User is returned to the Students Portal home page.

end of script

User Acceptance Test Script

Prepared By: Anne Jensen

Date: 8/13/02

Scenario Description: Teacher Reapying Student Loans (non-personalized account holder)

Personal Account Registration

Step	Action	Expected Result
1	Click on the yellow 'Repaying' tab at the top of the page or on the yellow 'Repaying' road sign.	The Repaying page opens in the content window.
2	Click on the "Cancellation and Deferment Options for Teachers" link.	The Cancellation and Deferment Options for Teachers page opens in the content window.
3	The Cancellation and Deferment Options for Teachers page contains links to and information about the various circumstances in which teachers might cancel or defer their loans. Click on the "Cancellation for Stafford Loans" link.	The Cancellation for Stafford Loans page opens in the content window.
4	When finished browsing the Cancellation for Stafford Loans page, click the "Previous Page" link in the top navigation bar.	The Cancellation and Deferment Options for Teachers page opens in the content window.
5	Click on the "Douglas Scholarship Reduced Service" link.	The Douglas Scholarship Reduced Service page opens in the content window.
6	Click on the "List of federally-designated teacher shortage areas" link.	The Designated Teacher Shortage Areas page opens in a new browser window.
7	When finished browsing the Teacher Shortage Areas page, close the browser window.	The user is returned to the Douglas Scholarship Reduced Service page.
8	Click on the yellow Repaying Tab at the top of the page.	The Repaying page opens in the content window.
9	Click on the "Child Care Provider Loan Forgiveness Program" link.	The Child Care Provider Loan Forgiveness Program page opens in a new browser window.
10	The Child Care Provider page contains links to PDFs and information about the circumstances in which child care providers may be able to have their loans forgiven. When finished, click on the FSA logo in the upper left corner of the page.	User is returned to the Students Portal home page.

end of script

User Acceptance Test Script

Prepared By: Anne Jensen

Date: 8/14/02

Scenario Description: Parent Researching ways to pay for their Child's Education (personalized account holder)

Personal Account Registration

Step	Action	Expected Result
1	Click on the "MyFSA" icon in the left navigation bar.	The MyFSA Logon page opens in the content window.
2	Logon to your personalized account by entering the following text into the username and password fields: **Username:** **Password:**	Please refer to the number on your computer for your Username and password.
3	Click the "Logon Button".	The Students Portal home page appears. A personalized welcome message appears in the red bar at the top of the page. A "MyFSA" section appears in the left navigation bar. Here you can save and access all of your personalized information.
4	Click on the "Parents" link in the left navigation bar.	The Parents page opens in the content window.
5	The Parents page contains information useful to parents of current and prospective students. Click on the "College Savings Calculator" link.	The College Savings Calculator page opens in the content window.
6	Please feel free to try out the calculator. When finished, click on the "Previous Page" link in the top navigation bar until the Parents page appears.	The Parents page opens in the content window.
7	Click on the "Tax Incentives for Education-related Expenses" link.	The Tax Incentives for Education-related Expenses page opens in the content window.
8	The Tax Incentives page contains information for parents who are financing or helping to finance their child's education. When finished, click on the "Previous Page" link in the top navigation bar.	The Parents page opens in the content window.
9	Click on the "Saving Money for College" link.	The Saving Money for College page opens in the content window.
10	The Saving Money for College page contains information for parents who are saving for their child's education. When finished, click on the "Previous Page" link in the top navigation bar.	The Parents page opens in the content window.
11	Click on the "PLUS v. Home Equity Loans" link.	The PLUS v. Home Equity Loans page opens in the content window.
12	The PLUS v. Home Equity Loans page contains the pros and cons of taking out a federal or home equity loan to pay for your child's education. When finished, click on the "Previous Page" link in the top navigation bar.	The Parents page opens in the content window.
13	Click on the "PLUS v. Using 401k funds" link.	The PLUS v. Using 401k funds page opens in the content window.

14	The PLUS v. Home Equity Loans page contains the pros and cons of taking out a federal loan or using retirement money to pay for your child's education. When finished, click on the FSA logo in the upper left corner of the page.	User is returned to the Students Portal home page.

end of script